

**United States Department of Agriculture
Agricultural Marketing Service, Science & Technology
Microbiological Data Program**

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Title: Safety		
Revision: Revision 01	Replaces: 08/15/03	Effective: 05/01/06

1. Purpose

To ensure that personnel working on the USDA/AMS Microbiological Data Program (MDP) are afforded a safe working environment and to comply with federal regulations which apply to safety.

2. Scope

This standard operating procedure (SOP) shall be followed by all laboratories conducting microbiological studies for MDP, including support laboratories conducting non-routine activities that may impact the program.

3. Outline of Procedure

Safety Measures	5.1
Material Safety Data Sheets	5.2
Sanitation	5.3
Waste Disposal	5.4

4. Reference

U.S. Occupational Safety & Health Administration (OSHA), Occupational Exposure to hazardous chemicals in laboratories, 29 CFR 1910.1450, July 1, 2005.

5. Specific Procedures:

5.1. Safety Measures - Participating laboratories shall ensure that:

- 5.1.1. General safety training is provided to all individuals working on MDP. Laboratories participating in MDP shall ensure the availability of the laboratory safety manual, or its equivalent, to all laboratory personnel. Documentation of all safety training shall be maintained.
- 5.1.2. They are in compliance with Federal, State, and local safety codes. Laboratories participating in MDP shall maintain an appropriate Chemical Hygiene Plan and

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comply with the appropriate Injury and Illness Prevention Program and Employee Right-To-Know Program. All records shall be maintained.

5.1.3. Each laboratory shall be equipped with regulation fire extinguishers, alarms, sprinkler systems, eyewash stations, and safety showers.

5.1.4. Proper protective equipment shall be used when working with MDP samples.

5.1.5. Safety Training:

There shall be a documented on-going comprehensive safety education program. Copies of any safety plans and records are to be made available to an authorized employee or duly designated representative of USDA/AMS during site review or upon written request.

5.2. Material Safety Data Sheets

MSDS sheets shall be made available to personnel in MDP prior to and at any time during their handling or use of reagents and chemicals utilized in MDP. An electronic or printed copy of the MSDS sheets for chemicals used in each laboratory area must be kept in a readily accessible location.

5.3. Sanitation

Laboratories shall have internal sanitation procedures for maintaining the laboratory environment and for protecting personnel, equipment, media and reagents, reference standards and material, and samples from contamination and/or cross-contamination.

5.4. Waste Disposal

Laboratories shall have internal procedures for waste disposal. Records shall be maintained of the processing of infectious waste.

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- Safety requirements moved from SOP MDP-QA-01 (Original) subsections 5.5 and 5.7
- Updated reference
- Allowed electronic copies of MSDS to suffice

- Established safety requirements for MDP